

**HELENA REGIONAL AIRPORT AUTHORITY
MEETING MINUTES
OCTOBER 18, 2016**

MEETING.

In Attendance:

Jane Fournier, Chair
Rick Hays, Vice Chair
Jon Moe, Secretary
John Grant, Commissioner
Dave Simkins, Commissioner
Liz Bangerter, Commissioner
Jeff Wadekamper, Airport Director

Excused: Peter Donovan, Commissioner

Others Attending:

Howard Skjervem, Former Commissioner
Greg Gould, Luxan & Murfitt, PLLP
Al Knauber, Independent Record
Mike Musacrelli, Private Citizen
Tim Orthmeyer, Morrison-Maierle, Inc.
Ross Marty, Business & Compliance Manager
Connie Lundin, Financial Manager
Kerry Johnson, Administrative Assistant

The Authority thanked Skjervem for his excellent service and contributions to the Helena Regional Airport; Skjervem served six years as a Commissioner.

MINUTES.

Motion was made by Moe, seconded by Simkins, to approve the Minutes of the September 20, 2016 Authority Meeting. The motion carried unanimously.

PUBLIC COMMENT PERIOD.

None.

AIRPORT IMPROVEMENT PROGRAM.

AIP-49 Taxiway F Rehabilitation Project. The Taxiway F Rehabilitation Project will be completed by late October; the electrical subcontractor is waiting for some components to arrive. The contractor was able to complete the paving, grooving and paint markings this fall as the weather has been favorable.

The signage and paint markings for Runway 10/28 (the grass strip) are also completed. These were the final items necessary to designate the grass strip as an official runway.

Motion was made by Hays, seconded by Bangerter, to approve the following AIP-49 Project Claims:

Helena Sand & Gravel – Construction	\$291,592.01
State of Montana – 1% Gross Receipts Withholding	\$2,945.37
Morrison-Maierle, Inc. – Construction Management	<u>\$33,754.11</u>
TOTAL AIP-49 Claims:	\$328,291.49

The motion carried unanimously.

AIRPORT AUTHORITY ISSUES.

Sewage Lift Station. Orthmeyer summarized the bids for the replacement of the sewage lift station near the US Forest Service Building. Bids were opened on October 12 – five contractors responded to the request for bids. Morrison-Maierle did a thorough review of all the bids to ensure the specifications were met; they also checked the references of the successful bidder. Orthmeyer recommended awarding the contract to Western Engineering Constructors, Inc. in the amount of \$106,500.

Motion was made by Grant, seconded by Hays, to award the contract for replacement of the Airport Sewage Lift Station to Western Engineering Constructors, Inc. in the amount of \$106,500.00. The motion carried unanimously.

Seven-Year Capital Improvements Plan. Wadekamper presented an updated seven-year Capital Improvements Plan (CIP). The CIP is used for planning purposes by the Federal Aviation Administration to program Airport Improvement Program (AIP) grant funds. The Helena Regional Airport receives approximately \$1.3 million in entitlement funds annually; proposed projects that exceed that amount are applied for and approved through a discretionary grant process.

Motion was made by Moe, seconded by Grant, to approve the Seven-Year AIP-funded Capital Improvements Plan as presented. The motion carried unanimously.

LEASES.

2520 Airport Road. Moore Appraisals has been hired to conduct an appraisal of the former Wells Fargo Bank Check Sorting Facility building. The appraisal will be used to establish the fair market value for sale or long-term lease of the property.

CONSENT AGENDA.

Motion was made by Hays seconded by Moe, to approve the Income & Expense Reports and the Past Due Reports as presented. The motion carried unanimously.

OLD BUSINESS.

None.

NEW BUSINESS.


None.

DIRECTOR'S COMMENTS.

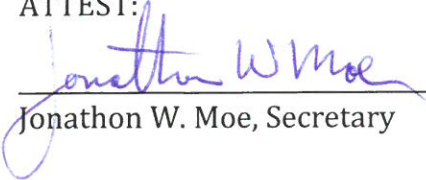
None.

REPORTS PRESENTED FOR REVIEW:

- Airport Director's Comments – Jeff Wadekamper
- Seven-Year Capital Improvements Plan – Jeff Wadekamper
- Business & Compliance Manager's Report – Ross Marty
- Income & Expense and Past Due Accounts Reports – Connie Lundin


Elizabeth J. Fournier, Chair

ATTEST:


Jonathon W. Moe, Secretary

(SEAL)